

 <p>KENTUCKY CORRECTIONS Policies and Procedures</p>	Policy Number	Total Pages
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Authority/References KRS 196.030, 196.035, 197.020 ACA 4-4295, 4-4301, 2-CO-4B-01	Subject	

**CENTRAL OFFICE
CLASSIFICATION COMMITTEE**

I. DEFINITIONS

None

II. POLICY and PROCEDURES

A Central Office Classification Committee shall be established to ensure that all correctional policies and procedures dealing with classification are followed, to monitor the classification process, to continually review classification procedures and policies and to make suggestions for improvement.

- A. The Central Office Classification Committee shall consist of three (3) persons and shall be under the supervision of the Deputy Commissioner of Community Services and Local Facilities.
1. The Director of Population Management shall normally serve as chair of the committee. In his absence, the member of highest authority shall act as chair.
 2. Only Classification staff shall serve as members of the committee.
- B. The Central Office Classification Committee shall serve as a final review in all classification matters and may overrule or modify any classification decision reached on the institutional level.
- C. The Central Office Classification Committee may review any case for any reason deemed appropriate. The Committee shall not require an inmate to be present.
- D. A Warden may request in writing that a case be reviewed by the Central Office Classification Committee if he believes circumstances warrant a review. The Director of Population Management or his designee shall chair the Central Office Classification Committee for these requests.